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## **NOTICE TO CONTRACTORS**

Sealed written proposals are invited by the CITY OF SAN JOSE for:

### **EDUCATIONAL PARK BRANCH LIBRARY** **(18,000 square Library for the City of San José)**

In accordance with and as described and provided in the Plans and Specifications thereof and the proposed form of contract thereof, all of which are on file in the office of the Director of Public Works and the City Clerk of the City, and which are made a part hereof.

#### **BID DOCUMENTS /PLANS AND SPECIFICATIONS:**

Instructions to Bidders, Bid Documents, Plans and Technical Specifications may be purchased after February 25, 2009, via the Internet and at Peninsula Digital for a non-refundable charge of **One Hundred Fifty Dollars (\$150.00)** per set (either Half or Full size sets). There is a limit of (2) sets per contractor at this price or may purchase a CD with PDF/TIF files at **Seventy-Five Dollars (\$75.00)** each.. Please make checks payable to Peninsula Digital, not the City of San Jose.

Bidders requesting that sets be mailed/shipped to them will be charged the full cost of shipping. Additional full or partial sets can be purchased for the full cost of the reproduction from the location listed above. Addenda, if any, will be provided free of charge to all registered plan holders, and to the various builders exchange locations.

Bidders will have fully inspected the project site in all particulars and become thoroughly familiar with the terms and conditions of the Plans, Specifications and other contract documents and local conditions affecting the performance and/or costs of the work prior to submitting their bid proposal.

#### **PRE-QUALIFICATION TO BID**

Bidders do not need to be pre-qualified to bid on this project. The City intends to award the contract for the construction of this Project to the lowest responsive bidder.

#### **PRE-BID MEETING:**

One pre-bid meeting will be held on Wednesday, March 4, 2009 at 10:00AM, at 1770 Educational Park Drive, San José, CA 95133. Attendance at the pre-bid meeting is not mandatory. All Prospective General Contractors/Bidders are encouraged to attend. The purpose for this meeting is for the bidders to ascertain existing conditions and familiarize themselves with the project requirements, i.e. pertaining to the bidding procedures, plans, specifications, etc.

#### **FILING OF BIDS:**

All proposals must be filed with the City Clerk of the City of San Jose, City Hall, 200 East Santa Clara Street, Wing Second Floor, San Jose, CA 95113, on **or before 3:00 PM, Thursday, March 26, 2009** as set forth in the specifications. The City Clerk will publicly open and declare the aggregate bid of each bidder, at his/her office at 3:00 PM.

Each bid must be accompanied by cash, a certified check, a cashier's check, or a bidder's bond in the sum of not less than 10% of the total aggregate of the bid including all alternates. Checks shall be made payable to the order of the City of San Jose. Bonds shall be executed by a surety possessing a valid certificate of authority issued by the California Department of Insurance and shall name the City of San Jose as beneficiary. All bids must be addressed to the City Clerk, City of San Jose and shall bear the title or name of the work to be constructed.

**DEPOSIT OF SECURITIES IN LIEU OF RETENTION:**

Pursuant to the terms and conditions set forth in Public Contracts Code Section 22300, the contractor may substitute certain securities for any money withheld by City as retention to ensure contractor's performance under the contract. Such substitution of securities in lieu of retention shall be at the contractor's request and at contractor's sole expense. The securities shall be in an amount equivalent to the retention to be released.

**PREVAILING WAGES:**

Attention is called to the fact that not less than the general prevailing rate of per diem wages and the general prevailing rates for holiday and overtime work must be paid on this project. Copies of the prevailing rate of per diem wages are on file with the Office of the City Clerk or the Office of Equality Assurance and can be obtained by interested bidders from those offices. All questions regarding prevailing wage should be directed to the Office of Equality Assurance at (408) 535-8430.

**CONTRACTOR'S LICENSE REQUIREMENTS:**

All prospective bidders are hereby cautioned that the Contractor's State License Law regulates contractor licensing matters. The Contractor, in its bid proposal, shall be required to disclose its license type, number, and expiration date. Bidders must have a California contractor's license, classification B to bid this project.

**NONDISCRIMINATION/NONPREFERENTIAL TREATMENT:**

The Nondiscrimination/Non-preferential Treatment requirements of Chapter 4.08 of the San Jose Municipal Code apply to this project.

**BOND REQUIREMENTS:**

Bidder's attention is directed to those provisions of the Specifications which require the contractor to whom the contract for the work is awarded, to file with the City Clerk at the time the contract is executed, a Contractor's Payment Bond and a Bond for Faithful Performance meeting all the requirements of the Specifications and approved by the City Attorney of the City of San Jose. Bonds shall be executed by a surety possessing a valid certificate of authority issued by the California Department of Insurance and shall name the City of San Jose as beneficiary. The Contractor's Faithful Performance Bond shall be for 100% of the contract price. The Contractor's Payment Bond shall be for 100% of the contract price.

**TIME LIMIT:**

Time Limit for the completion of this work is described in the Special Provisions Section for this project.

**By order of the Council of the City of San Jose.**

DATED: \_\_\_\_\_

CITY OF SAN JOSE

A Municipal Corporation of the State of California

By: \_\_\_\_\_

CITY CLERK



February 25, 2009

**NOTICE TO PROSPECTIVE BIDDERS FOR THE  
EDUCATIONAL PARK BRANCH LIBRARY  
PROJECT**

There is a non-mandatory pre-bid meeting for this project on **Wednesday, March 4, 2009 at 10:00 AM**. The meeting will be held at the existing Educational Park Branch Library, 1770 Educational Park Drive, San José, CA 95133. All Prospective General Contractors/Bidders are encouraged to attend. The purpose for this meeting is for the bidders to ascertain existing conditions and familiarize themselves with the project requirements, i.e. pertaining to the bidding procedures, plans, specifications, etc.

**Bid Opening** for this project will be **Thursday, March 26th at 3:00pm** at the City of San Jose City Hall, Office of the City Clerk, 200 East Santa Clara Street, Wing Second Floor, San Jose, CA 95113.

If there are any questions, send them in written format by **EMAIL ONLY** to **BOTH** locations by March 13, 2009, 12:00 Noon:

1. City of San José, DPW, CFAS Division, Attn. Steve Blum, ([steven.blum@sanjoseca.gov](mailto:steven.blum@sanjoseca.gov))  
**AND**
2. ABA Architects, Attn. Rietta McCain, ([rietta@aba-arch.com](mailto:rietta@aba-arch.com))

Tentative date of issuance for Addenda and/or Clarifications (if necessary) will be on or before **March 20, 2009**.

If any other questions, please call me at 408-535-8350 or email at [steven.blum@sanjoseca.gov](mailto:steven.blum@sanjoseca.gov).

Thank you,

Steve Blum  
Project Manager  
City Facilities Architectural Services Division

SB/sb